

CHAPTER 19

FOREIGN FIRE INSURANCE BOARD

(ADOPTED BY ORDINANCE NO. 97-07, February 3, 1997)

1. **ESTABLISHED.** There is hereby established a Foreign Fire Insurance Board.

2. **DEFINITIONS.** For purposes of establishing a Foreign Fire Insurance Board, the following definitions shall apply.

Board: The Foreign Fire Insurance Board.

Department: Decatur Fire Department.

Members of the Department: Any person currently employed by the Decatur Fire Department in the following positions: Firefighter, Lieutenant, Inspector, Captain, Battalion Chief, Fire Marshal, Chief.

Temporary Election Committee: Decatur Fire Department Election Committee.

3. **ELECTION OF MEMBERS.**

(1) The Foreign Fire Insurance Board shall consist of five (5) members with one (1) vote each. The members of the Decatur Fire Department shall elect four (4) officers who shall serve as the members of the Board. The fifth position shall be filled by the Chief of the Decatur Fire Department.

(2) The members of the Board shall elect the following officers: (1) Chairman, (2) Vice-Chairman, (3) Treasurer, and (4) Secretary.

(3) Elected members of the Board shall serve two-year terms and until their successors are elected and installed. The first Board elected will consist of two (2) members elected for two

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(2) years, and two (2) members elected for one (1) year, as follows: said initial terms shall begin on February 1, 1997 and expire on April 30, 1998, and April 30, 1999. All subsequent terms will begin on May 1.

(4) Vacancies shall be filled by election of the members of the Department for the balance of the unexpired term, if more than three (3) months remain in the term of the member leaving the Board; otherwise, such vacancies shall be filled by appointment of the City Manager from among the members of the Department.

4. ELECTION PROCEDURE.

A. There is hereby established a Temporary Decatur Fire Department Election Committee. The Temporary Election Committee shall consist of three (3) members: the Chief of the Decatur Fire Department, the President of Local 505 of the International Association of Firefighters, and one (1) other member to be appointed by the Chief and President from the members of the Decatur Fire Department.

B. The Temporary Election Committee shall be responsible for organizing, conducting, and supervising the initial election of Department members to serve on the Board. The Temporary Election Committee shall establish election procedures consistent with this Chapter. Thereafter, the elected Board shall establish its own election procedures consistent with this Chapter.

C. The Board shall develop a procedure for governing the nomination of members to serve on the Board. The nominating procedure shall be established a minimum of thirty (30) days prior to the expiration of the Board members' terms of office.

D. The Board shall develop a procedure for the final election of Department members on the Board. The final election procedure shall be established a minimum of thirty (30) days prior to the expiration of the Board members' terms of office.

E. The Board may adopt rules and regulations governing the election of officers of the Board. All rules and regulations with respect to the election process shall be posted throughout the Department a minimum of thirty (30) days prior to the election.

5. FUND ESTABLISHED.

A. All funds received by the City from the foreign fire insurance gross receipts tax shall be appropriated annually by the City, and paid, to the Board.

B. The Board Treasurer shall receive the appropriated money and shall pay out the same upon the order of the Board for the maintenance, use and benefit of the Department.

C. No expenditure shall be made from said funds by the Treasurer without the majority approval of the Board.

D. The Board Treasurer shall give sufficient bond to the City of Decatur, Illinois. This bond shall be approved by the Mayor.

E. The funds paid to the Board by the City, as herein described, shall be included in the annual audit of City funds to verify that the same are used for the maintenance, use and benefit of the Department. The Board shall reimburse the City for the cost of the audit of said funds.

6. OFFICERS, QUORUM, SPECIAL MEETINGS.

A. The Board shall, in accordance with the Open Meetings Act, establish a regular time and place for its meetings. The Chairman shall preside at the meetings. The Secretary shall keep a record of all resolutions, proceedings, minutes and actions of the Board and these records shall be open to the public.

B. Three (3) members of the Board shall constitute a quorum for the transaction of its business. The affirmative vote of three (3) members of the Board shall constitute approval of business before it.

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C. Special meetings may be called by the Chairman, or by no less than three (3) members of the Board.

D. Members on duty at the time of any meeting of the Foreign Fire Insurance Board shall be excused from duty to attend said meetings.

7. POWERS AND DUTIES.

A. The Board shall have the power to approve the expenditure of monies for the maintenance, use and benefit of the Department.

B. The Board may adopt rules and regulations for governing the Board and the execution of the duties of the Board, and provide for election of the Board and management of its funds.

C. The Board may amend or revoke rules and regulations so adopted.

D. The Board shall, in accordance with City budget and appropriations procedures, annually prepare a budget, which shall be reviewed by the City Council together with the Fire Department budget.

8. **SEVERABILITY.** The provisions and sections of this Chapter shall be deemed severable, and the invalidity of any portion of this Chapter shall not affect the validity of the remainder.